

**CITY OF EL PASO, TEXAS**  
**AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM**

**DEPARTMENT:** Convention and Visitors Bureau

**AGENDA DATE:** Introduction - April 2, 2013 Public Hearing – April 9, 2013

**CONTACT PERSON NAME AND PHONE NUMBER:** William Blaziek, 915-534-0600

**DISTRICT(S) AFFECTED:** All

**SUBJECT:**

**APPROVE** a resolution / ordinance / lease to do what? **OR AUTHORIZE** the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

An Ordinance amending Ordinance No. 15108 which created the Greater El Paso Civic, Convention and Tourism Advisory Board. This amendment will: 1) remove a restriction that prohibited current and former employees to serve as members of the advisory board; 2) remove the Director of Economic Development as Secretary to the Advisory Board and replace with the General Manager of the Convention and Visitors Bureau or his or her designee.

**BACKGROUND / DISCUSSION:**

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

The Greater El Paso Civic, Convention and Tourism Board was created by Ordinance No. 15108 on May 28, 2002. At the request of a council member, we are recommending that the restriction which currently prevents a former employee of the Convention and Visitor Bureau from serving on the Advisory Board be removed. All appointments to this Advisory Board are approved by the City Council. By removing this restriction, the City Council can choose to appoint and approve a former employee if it desires. Additionally, the ordinance is being revised to reflect the current practice of the General Manager of the Convention and Visitors Bureau or his or her designee serving as Secretary to the Advisory Board.

**PRIOR COUNCIL ACTION:**

**Has the Council previously considered this item or a closely related one?**

The Greater El Paso Civic, Convention and Tourism Board was created by Ordinance No. 15108 on May 28, 2002

**AMOUNT AND SOURCE OF FUNDING:**

**How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?**

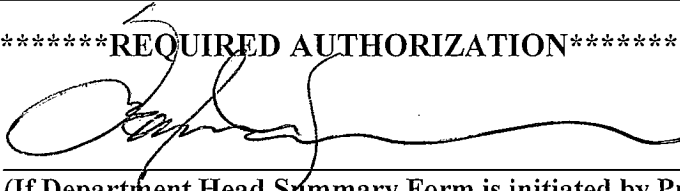
N/A

**BOARD / COMMISSION ACTION:**

The Greater El Paso Civic, Convention and Tourism Advisory Board recommended approval.

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**

  
(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

*Information copy to appropriate Deputy City Manager*

ORDINANCE \_\_\_\_\_

**AN ORDINANCE AMENDING ORDINANCE NO. 015108 WHICH CREATED THE  
GREATER EL PASO CIVIC, CONVENTION AND TOURISM ADVISORY BOARD; TO  
AMEND THE MEMBERSHIP REQUIREMENTS AND CLARIFY THE CITY STAFF  
ASSIGNED TO THE ADVISORY BOARD**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

**Section 1.** That Section 4 to Ordinance No. 015108 be amended to read as follows:

**Section 4.** Reserved.

**Section 2.** That Section 7 to Ordinance No. 015108 be amended to read as follows:

**Section 7.** The General Manager of the El Paso Convention and Visitors Bureau or his or her designee shall serve as Secretary to the Advisory Board, without additional compensation and shall keep a record of all transactions of the Advisory Board and provide the Board with all information necessary to perform its duties.

**Section 3.** Except as herein amended Ordinance Nos. 015108 shall remain in full force and effect.

*(signatures follow on next page)*

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2013.


CITY OF EL PASO

\_\_\_\_\_  
John F. Cook  
Mayor

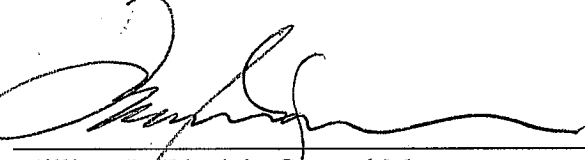
ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen  
City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Josette Flores  
Assistant City Attorney

APPROVED AS TO CONTENT:

  
\_\_\_\_\_  
William L. Blaziek, General Manager  
Convention and Visitors Bureau

ORDINANCE \_\_\_\_\_

**AN ORDINANCE AMENDING ORDINANCE NO. 015108 WHICH CREATED THE GREATER EL PASO CIVIC, CONVENTION AND TOURISM ADVISORY BOARD; TO AMEND THE MEMBERSHIP REQUIREMENTS AND CLARIFY THE CITY STAFF ASSIGNED TO THE ADVISORY BOARD**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

**Section 1.** That Section 4 to Ordinance No. 015108 be amended to read as follows:

**Section 4.** ~~Reserved. No member of the Advisory Board shall be a current or former employee of LMI, the CPAC or the CVB.~~

**Section 2.** That Section 7 to Ordinance No. 015108 be amended to read as follows:

**Section 7.** ~~The Director of Economic Development Department~~ General Manager of the El Paso Convention and Visitors Bureau or his or her designee shall serve as Secretary to the Advisory Board, without additional compensation and shall keep a record of all transactions of the Advisory Board and provide the Board with all information necessary to perform its duties.

**Section 3.** Except as herein amended Ordinance Nos. 015108 shall remain in full force and effect.

*(signatures follow on next page)*

ORDINANCE NO. 15108

**AN ORDINANCE CREATING THE GREATER EL PASO CIVIC,  
CONVENTION AND TOURISM ADVISORY BOARD**

**WHEREAS**, effective March 12, 1998, the City of El Paso ("the City ") entered into the Facility Management and Tourism Agreement ("the Agreement") with LMI/HHI, Ltd., a Texas Limited Partnership d/b/a Leisure Management International ("LMI"); and

**WHEREAS**, the Agreement provides for the operation by LMI of the facility now known as the El Paso Convention and Performing Arts Center ("the CPAC") and the Convention and Visitors Bureau ("the CVB");

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

1. There is hereby established the Greater El Paso Civic, Convention and Tourism Advisory Board ("the Advisory Board"). The Advisory Board shall advise and provide recommendations to the Mayor and City Council regarding the utilization of the CPAC, advertising for the general promotion of the City, and the operation of the CVB to attract conventions and visitors to the City of El Paso pursuant to the terms of the Agreement.

2. The Advisory Board shall consist of nine (9) regular members who shall be residents of the City. Members of the Advisory Board shall be appointed by the Mayor and City Council. No members shall be appointed to the Advisory Board prior to the enactment of this ordinance. Upon the adoption of this ordinance, members of the Advisory Board shall be appointed to serve staggered terms: five (5) members who shall serve for an initial term of two years, and four (4) members who shall serve for an initial term of one year. The initial terms shall be established by lot at the first meeting of the Advisory Board following the date of this ordinance and shall run from the date of this ordinance. After the initial term, successors shall be appointed for two-year terms. Each term shall commence on the expiration date of the term of the immediate predecessor; provided, however, that appointments to vacancies occurring other than by expiration of a member's term of office (such as upon a member's death, resignation, or removal from the Board) shall be filled by appointment by City Council for the remainder of the unexpired term. The members of the Advisory Board shall be subject to Chapter 2.04 of the El Paso Municipal Code.

15108

Under the provisions of Chapter 2.04, members of the Advisory Board may not serve more than two consecutive two-year terms; provided, however, that the completion of an initial term of less than two years or the completion of the remainder of an unexpired term shall not be included in the calculation of a member's term for purposes of this provision.

3. Except as provided in this ordinance, the qualifications, appointment and conduct of the members of the Advisory Board and any of its sub-committees and the organizational structure of the Advisory Board and its sub-committees shall be governed by Title 2 of the El Paso Municipal Code.

4. No member of the Advisory Board shall be a current or former employee of LMI, the CPAC, or the CVB.

5. No member shall hold any other office of honor, trust, or profit in the government of the City or the County of El Paso during that member's term of office. Members shall receive no compensation and shall have advisory powers only.

6. The Advisory Board shall select from among its members a Chair and a Vice-Chair, and shall adopt rules and regulations for the governing of its own proceedings to carry out the purposes for which the Advisory Board was created, consistent with the Charter and Ordinances of the City. The Advisory Board shall hold regular meetings, at least on a monthly basis, and shall keep a written record of its proceedings. A quorum shall consist of five (5) regular members. No final action shall be taken on any matter except pursuant to the majority vote of the regular members present.

7. The Director of Economic Development Department shall serve as Secretary to the Advisory Board, without additional compensation and shall keep a record of all transactions of the Advisory Board and provide the Board with all information necessary to perform its duties.

8. The Advisory Board shall perform the following duties:

a. Make reports to the Legislative Review Committee of City Council responsible for Convention and Tourism matters and to Mayor and Council when so requested;


b. Make recommendations to Mayor and City Council pertaining to items that relate to the promotion of tourism, conventions, and programs at the CPAC;

c. Suggest overall policy concerning advertising for and solicitation of conventions and visitors to the City of El Paso;


- d. Suggest overall policy concerning utilization of the CPAC;
- e. Encourage the coordination of tourism and promotion efforts conducted by the City and all private citizens, groups, organizations, institutions, and agencies.

PASSED AND APPROVED this 28th day of May, 2002.

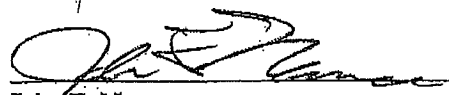
THE CITY OF EL PASO

  
Raymond C. Caballero, Mayor

ATTEST:

  
City Clerk

APPROVED AS TO FORM:

  
John F. Nance  
Assistant City Attorney